



HIGHLANDS RANCH METROPOLITAN DISTRICT  
REGULAR BOARD MEETING MINUTES  
62 PLAZA DRIVE  
HIGHLANDS RANCH, CO 80129

September 24, 2019

Jim Worley called the Board meeting of the Highlands Ranch Metropolitan District to order at 6:01 p.m. **The Pledge of Allegiance** was recited.

**Roll call** was taken

**Board of Directors:** (Chairman in bold face: \* = absence; \*\*= excused absence)

**Jim Worley**

Vicky Starkey

Allen Dreher

Carolyn Schierholz

Nancy Smith

Renee Anderson

Mark Dickerson

**STAFF**

Terry Nolan, General Manager

Stephanie Stanley, Director of Finance and Administration

Carrie Ward, Director of Parks, Recreation and Open Space

Jeff Case, Director of Public Works

Sherry Eppers, Community Relations Manager

Cammie Ellis, Human Resources Manager

Forrest Dykstra, Manager of Developmental Engineering

Carolyn Peters, Recreation Manager

Dirk Ambrose, Parks and Parkways Manager

Nick Adamson, Natural Resources Manager

Tim Doan, Facilities Supervisor

Jodie McCann, Active Adult Coordinator

Camille Mitchell, Administrative Assistant

**OTHERS**

Undersheriff Holly Nicholson-Kluth, Douglas County Sheriff's Department

Brock Norris, Highlands Ranch Community Association

Elliott Wenzler, Highlands Ranch Herald

Terrell Horton, office of U.S. Representative Jason Crow

Thirty Highlands Ranch residents

### **Special Presentations**

- Sherry Eppers introduced Elliott Wenzler, reporter for the Highlands Ranch Herald who will be covering the Highlands Ranch area.
- Undersheriff Holly Nicholson-Kluth gave an update of a shooting incident which concluded just prior to the board meeting. Undersheriff Nicholson-Kluth expressed her appreciation of the ongoing training and collaborative efforts with South Metro Fire Rescue that continues to improve and benefit all parties during emergency responses.

### **Public Comments or Questions**

Two Highlands Ranch residents addressed the Board.

- The first resident commented that due to the closing of the South Suburban Parks and Recreation disc golf course, a whole season of disc golfing has been lost and is very eager for the completion of the proposed disc golf course.
- Another resident thanked the Board for the work of the District staff and Board of Directors for their work on the Highlands Ranch Senior Center and submitted her comments to the General Manager for the record. (*Addendum 1*)

### **Reaffirmation of Disclosure**

No changes

### **Staff Presentations**

Carrie Ward gave a Senior Center Site Evaluation report which included: (*Addendum 2*)

- Site evaluation criteria
- Building program and parking requirements
- Site inventory
- Most feasible sites with a summary
- Staff recommendations
- Next steps
  - Further Board discussion
  - Public review and input which will include
    - Posting the report on the District's website
    - Accept written comment through October 18
    - Share with Board at the October 23, 2019 Study Session
  - Determine if Douglas County will partner
  - Consider community survey with a set of questions about the senior center

Terry Nolan provided an outline of a process to conduct a random sample community survey administered by the National Research Center, Inc. which is similar to surveys previously conducted by the District, with the last one performed in 2014.

*After discussions on the next steps, Mark Dickerson made a motion to proceed with a survey which will include a set of questions regarding the senior center. Allen Dreher seconded the motion. Vote was 7-0; motion passed.*

***Board Meeting Minutes***  
***September 24, 2019***  
***Page 3 of 5***

Sherry Eppers gave a presentation on the proposed Highlands Ranch Citizens Academy which included: (*Addendum 3*)

- Purpose and background
- Suggested session topics
- Next steps

*The Board approved moving forward with the first Highlands Ranch Citizens Academy to be conducted in 2020.*

**Discussion Items**

No items

**Approval of Board Meeting Minutes** (*Dreher/Dickerson*) 7-0 motion passed  
Regular Board Meeting Minutes for August 27, 2019

**Received and Filed** (*Dickerson/Schierholz*) 7-0 motion passed  
Senior Center Business Plan Operating Assumptions Workshop Minutes for August 27, 2019

**Approval of Business Agenda** (*Starkey/Dickerson*) 7-0 motion passed

**Approved the following Consent Agenda Items** (*Starkey/Dickerson*) 7-0 motion passed

Consent Business Items may be adopted by a single motion. Any Consent Business Items may be removed at the request of a Director and heard on its respective place on the Agenda.

HRMD - 142

Ratify August 2019 Cash & Investment Transactions including Expenditures

**General Business Items**

HRMD – 143 (*Dreher/Dickerson*) 7-0 motion passed

Adopt Resolution No. 19-143

Approve appropriation for 2019-2020 Parkway Fence Replacement

HRMD – 144 (*Dickerson/Starkey*) 7-0 motion passed

Adopt Resolution No. 19-144

Approve change order and final payment and release of retainage for Redstone Parking Lot Maintenance project

HRMD – 145 (*Dreher/Dickerson*) 7-0 motion passed

Adopt Resolution No. 19-145

Approve 2020 Holiday Schedule

**Board Meeting Minutes**  
**September 24, 2019**  
**Page 4 of 5**

HRMD – 146 (*Dickerson/Schierholz*) 7-0 motion passed  
Adopt Resolution No. 19-146  
Approve appropriation for Illuminated Street Name Sign Replacement

**Special Reports**

District Staff:

- Forrest Dykstra gave a presentation on the traffic signal control box wraps that Highlands Ranch Community Association intends to apply to boxes at two intersections within Highlands Ranch. (***Addendum 4***) The Board asked Brock Norris to convey to the Highlands Ranch Community Association Board to reconsider the chicken-themed wrap.
- Terry Nolan thanked the recreation staff, especially Dave Parks for their successful annual golf tournament which raised \$18,652 for the Highlands Ranch Park and Recreation Foundation. The money raised will be used for scholarships for youth sports, replacing three scoreboards over the next three years and some furnishings for the Mansion. This year we had a Title Sponsor, Schomp BMW.

Legal Counsel: None

Chairperson: None

Individual Directors:

Renee:

- South Metro Fire Protection Board (SMFR) has reestablished boundaries for districts to have citizen representation on the board. Not all of Highlands Ranch could be in one district.
- The next SMFR election will be in May 2020.

**Public Comments or Questions**

Four residents addressed the Board:

1. Resident commented he would like to:

- See the recovery cost percentage increase from the forty percent presented in the business plan to at least fifty percent.
- Recommended the Metro District Board discuss the feasibility of a joint venture with Highlands Ranch Community Association (HRCA) to participate in a joint venture for a multiuse facility that would include the senior center.
  - Brock Norris, board member of HRCA addressed this request stating HRCA has no funds to contribute to a joint venture until their bonds are paid off in 2024.
  - Terry Nolan did commit to meeting with Jerry Flannery to discuss possible options.
  - Allen Dreher asked Brock if he would bring a request to the HRCA Board to consider any options there may be.
- Submit his comments for the minutes. (***Addendum 5***)

2. Resident asked how a survey was conducted and if the results would be available to the public for review. Terry Nolan answered stating the survey is conducted by a professional provider, sent to 3,000 randomly selected homes and professionally analyzed.

***Board Meeting Minutes***  
***September 24, 2019***  
***Page 5 of 5***

With the proposed timeline the process will take six months and the full report will be posted to the District's website.

3. Resident asked what steps are involved in determining neighborhood sentiment and if there are strong objections, how does the District proceed? Carrie Ward addressed this question with the assumption the site was selected. The process is as follows:

- The public has the opportunity to comment before Highland Ranch Metro District's Board during board meetings.
- As part of Douglas County's Location and Extent process, there will be an opportunity for public comments on the County's website for this specific project. At the end of this referral period, the project will go before the Douglas County Planning Commission for review and approval. Members of the public will have an opportunity to speak at this hearing.
- A mailing will be sent to residents and businesses in the surrounding area and information will be available on the District's website.

Carrie also stated that the District will post the site evaluation report on its website for public review. The District will accept written comments via email or U.S. mail. Staff will compile the responses and present them to the Board at the October 23, 2019 Study Session.

4. Regarding the survey, the last resident to speak recounted that the work group determined that adding onto a recreation center was not feasible and asked the Board not to take time to have staff go back and redo their work. Jim Worley responded that while we are still moving forward with site selection and that timing is important, it is more important to do this right; therefore, the District will proceed with the survey.

***Adjournment (Dickerson/Dreher) 7-0 motion passed***

At 7:51 p.m. motion to adjourn. Adjournment declared by Chairman Worley